

Specific Changes Proposed

1.5 DEFINITIONS

Old

Traffic Operational Analysis – An evaluation or series of evaluations conducted during the TIS and/or site entrance reviews that is used to determine the ability of a proposed development project to operate safely and with adequate access. Analyses conducted under the heading of “Traffic Operational Analysis” may include Queuing Analysis, Highway Capacity Manual Analyses and Accident Analyses.

New

Traffic Operational Analysis – An evaluation or series of evaluations conducted during the review of subdivision, land development and entrance plans that is used for purposes that include but are not limited to determination of site entrance location and movements to be allowed at the site entrance.

Generally, Traffic Operational Analyses are conducted only for projects that do not require Traffic Impact Studies and where level of service is not the issue, but one may be required where a Traffic Impact Study did not provide sufficient information to address an issue arising in a subsequent plan review.

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2.1 PURPOSE – *New text to be added*

The content and extent of a Traffic Impact Study (TIS) depends on the location and size of the proposed development, and the traffic conditions found or expected to occur in the surrounding areas. More extensive analysis is needed for large-scale developments, especially those proposed for intensely developed areas or areas with limited infrastructure. Smaller site proposals may need far less analysis of the impact on local traffic.

A study area that is too large may be needlessly costly to the developer and those reviewing it, as well as presenting a dilemma whereby it is not possible to ascertain whether a given development has a demonstrable impact upon elements of the local transportation network.

At a minimum, any TIS should include analysis of all site access points and the first major intersection on each street serving the site. TIS analysis beyond those points should be determined based on local and/or site-specific issues, known congested locations, development size, and policy considerations, such as whether the proposed development is a re-development of existing uses, or if it is proposed for areas suggested for more intensive development than other areas.

For the purposes of Chapter 2, an intersection shall be defined as a place where two publicly maintained roads or streets intersect; an access drive shall be mean where a privately maintained road, street or driveway intersects a publicly maintained road or street, and a “major” intersection or access drive shall be defined as one where the side street likely carries more than 500 vehicle trips per day or more than 50 vehicle trips per hour.

The work of scoping the TIS area limits, using the table and meeting process detailed in Section 2.5.2, provides the best opportunity to tailor the study’s analysis to the appropriate locations.

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2.3.4 Waivers of TIS Due to Location within a Transportation Improvement District – *New text to be added*

One premise of this section is that sufficient Level of Service (LOS) analysis was done in the creation of the TID, such that additional analysis is unnecessary. Where DelDOT or local government regulations require the determination of LOS at the development entrance(s) or immediately adjacent facilities, this work may be done through the use of a Traffic Operational Analysis, in accordance with Section 3.9 and this chapter. Where more extensive LOS information is needed, the waiver discussed above shall not be granted; a TIS shall be required.

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2.5.1 LETTER TO REQUEST SCOPING MEETING – *one word removed*

An Applicant considering submission of a subdivision or site plan development application shall request in writing, using the Scoping Meeting Request Form found in Appendix O, a Scoping Meeting with DelDOT to discuss elements of the project and project analysis assumptions.

The Scoping Meeting Request Information Form found in Appendix O includes the following information:

- a. Project name;
- b. Name and address of the applicant;
- c. Contact information for scheduling meeting;
- d. Location of project;
- e. Copy of tax map showing block number, lot number, parcel number and lot lines;
- f. Total acreage of the project site;
- g. Current and proposed zoning of the project site;
- h. Proposed land use;
- i. Proposed number and location of site access points;
- j. Proposed build-out year, or if project is to be phased, phase-in dates;
- k. Indication as to whether a land use application has been submitted to the local government land use department for review;
- l. Indication as to whether a subdivision or land development plan has been submitted to DelDOT's Subdivision Section for review, and, if one has been submitted, a copy of the plan;
- m. Indication as to whether a site plan for the project has been prepared, and, if one has been prepared, a copy of the plan;
- n. Any other analysis assumptions the Applicant proposes using for the study;
- o. Evidence that the Applicant and the current property owner were notified of the request for the meeting; and
- p. Names and titles of people anticipated to attend the Scoping Meeting;

One copy of the request for Scoping Meeting letter shall be sent to the applicable local land use agency concurrent with the submission of the letter to DelDOT. The Applicant ~~may~~ shall be requested to demonstrate to DelDOT that it has provided a copy of the letter to the land use agency. Failure to provide a concurrent copy of the request for Scoping Meeting letter to the local agency may result in the delay or postponement of the Scoping Meeting.

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2.5.2 SCOPING MEETING – *Text added*

DeIDOT will schedule the Scoping Meeting. At the Scoping Meeting, the following TIS topics shall be discussed:

- a. Intersections and roadway segments to be studied. Note: In considering the study area limits, DeIDOT shall consider the area of influence of the proposed development on the surrounding roadway network. While DeIDOT will also consider local requirements for area of influence when determining the study area limits, it will also rely Figure 2.5.2-a below, in setting these limits. Further guidance on the minimum study area is provided in Section 2.1. Figure 2.5.2-a notwithstanding, DeIDOT may consider a smaller study area in central business districts and similar urban locations. Factors to consider in reducing the study area include the existence of a grid street pattern, physical constraints on road widening such as buildings adjoining the right-of-way, and posted speed limits of 30 miles per hour or less.
- b. The impact of any significant committed developments within a two-mile radius of the exterior boundaries of the project on the project study area;
- c. The availability of accident data within the proposed study area and the requirements for analysis based on that data;
- d. Method to be used to project traffic growth;
- e. Traffic count locations and proposed schedule for manual and Automatic Traffic Recorder (ATR) counts;
- f. Times and days of analysis;
- g. Any anticipated seasonal variations of use;
- h. Methods to be used to generate, distribute and assign trips;
- i. When appropriate for use in the TIS analysis, pass-by and internal trip capture assumptions;
- j. Other information and assumptions to be used in the analysis for the report.

Within 20 business days DeIDOT will supply a Memorandum of the Scoping Meeting Minutes and, if requested by the Applicant, an estimate for Option B. The cost estimate for Option B proposal will expire after 40 business days.

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2.5.2 SCOPING MEETING – *Figure 2.5.2-a added*

Development	Study Area
Fast Food Restaurant with access on two intersecting streets (i.e. a corner lot or similar situation) Service station, with or without fast-food counter, with access on two intersecting streets (i.e. a corner lot or similar situation) Mini-mart or convenience grocery with or without gas pumps with access on two intersecting streets (i.e. a corner lot or similar situation) Other development with fewer than 200 trips during any peak hour	Intersection of two streets providing access Intersection of two streets providing access Intersection of two streets providing access 1000 feet from access point(s)
Shopping center less than 70,000 square feet Or Development with between 200 and 500 trips during any peak hour	All signalized intersections and access drives within 0.5 miles from a property line of the site and all major un-signalized intersections and access drives within 0.25 miles or the first of each of these types of facilities if the distance is greater than that listed above*
Shopping center between 70,000 and 100,000 square feet gross leasable area Or Office or Industrial development with between 150 and 250 trips during any peak hour Or Mixed-Use development with more than 500 trips during any peak hour	All signalized and major un-signalized intersections and grade-separated intersection ramps within 1 mile of a property line of the site or the first of each of these types of facilities if the distance is greater than that listed above*
Shopping center greater than 100,000 square feet gross leasable area Or Office or Industrial development with more than 250 trips during any peak hour Or All other developments with more than 500 trips during any peak hour	All signalized intersections and grade-separated intersection ramps within 2 miles of a property line of the site, and all major un-signalized accesses (streets and driveways) within 1 mile of a property line of the site or the first of each of these types of facilities if the distance is greater than that listed above*
Transit Station	0.5 mile radius

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2.5.3 CONFIRMATION OF SCOPE OF WORK FOR THE TIS – *one word removed*

If after the receipt of the Scoping Meeting Memorandum the Applicant decides to proceed with the project, the Applicant's engineer shall provide DelDOT with confirmation that they agree with the Scoping Meeting Memorandum or with any changes they find necessary. At this time they shall also identify if they want to proceed with Option A or Option B.

If ~~after~~ the Applicant chooses Option A, their confirmation of the Scoping Meeting Memorandum shall be accompanied by a fee in the amount of \$5000, in the form of a check made payable to the Department of Transportation. An estimated time for review of a TIS under Option A after the Applicant's engineer has submitted the Final TIS is 20 business days. Completion of a draft TIS review letter in a form suitable for discussion with the Applicant can be expected approximately 20 business days after that date, for a total of 40 business days.

If the Applicant chooses Option B, their confirmation of the Scoping Meeting Memorandum shall be accompanied by a check made payable to the Department of Transportation in the full amount of the estimate for Option B. After receipt of payment, DelDOT will issue its Traffic Engineer a Notice to Proceed (NTP) with the Final TIS preparation. An estimated time for a draft Final TIS and comment letter in a form suitable for discussion with the Applicant under Option B is approximately 40 business days with final TIS and comment letter completion approximately 20 business days after that date. DelDOT may revise a scope of work if the TIS is not submitted within a 12-month period from the date of the Scope Confirmation Letter, or within a time period earlier than 12 months should conditions in the study area change. A revised scope of work may require a restart of the TIS process, including a requirement for a new processing fee.